



Board of Works

Andy Cook
John Hart
Mark Heirbrandt

Clerk Treasurer

Cindy J. Gossard

Public Works Department

(317) 804-3150 office
(317) 804-3181 fax

2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

Memorandum

To: Westfield Board of Public Works & Safety

Date: August 30, 2012

Re: Public Works & Matters

Memo to Board Members

Dear Board Members, I would like to take this opportunity to update you regarding some of the activities that have taken place within the Public Works Department over the last month.

Fees Collected

(See Attachment 1)

Safety Statistics

(See Attachment 2)

Public Works Progress Report

(See Attachment 3)

Employee of the Month

The City Services Going the Extra Mile Employee of the Month selection for June 2012 was Scott Shepard and Ren Waiter.

Please join me in congratulating Scott Shepard and Ren Waiter on this significant achievement.

ATTACHMENT #1

Yearly Permit Fees-2012												
Type of Fees	January	February	March	April	May	June	July	August	September	October	November	December
Encroachment Permits	\$ 225.00	\$ 400.00	\$ 3,150.00	\$ 3,250.00	\$ 2,100.00	\$ 4,100.00	\$ 1,675.00					
Sewer Availability Fees	\$ 11,613.48	\$ -	\$ 3,150.00	\$ 3,500.00	\$ 3,500.00	\$ 21,941.64	\$ 25,200.00					
Sewer Tap Fees	\$ 6,000.00	\$ 24,000.00	\$ 30,312.00	\$ 33,600.00	\$ 43,200.00	\$ 40,380.00	\$ 32,400.00					
Subsequent Sewer Connection	\$ 1,820.91	\$ 3,656.00	\$ 2,198.00	\$ 2,958.00	\$ 3,405.00	\$ 3,107.00	\$ 1,438.00					
Sewer Availability Fees	\$ 5,683.08	\$ -	\$ 6,481.80	\$ 3,492.00	\$ 1,800.00	\$ 9,484.28	\$ 14,526.00					
Water-34" Tap Fees	\$ 3,000.00	\$ 11,500.00	\$ 18,895.00	\$ 19,470.00	\$ 20,500.00	\$ 21,325.00	\$ 15,935.00					
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Water-1" or Greater	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Subsequent Water Connection	\$ -	\$ -	\$ 3,290.00	\$ 4,750.00	\$ 6,250.00	\$ 2,544.24	\$ 6,000.00					
Lawn Irrigation Fees	\$ 120.00	\$ 1,080.00	\$ 3,290.00	\$ 4,750.00	\$ 6,250.00	\$ 6,870.00	\$ 28,800.00					
Road Impact Fees	\$ 7,200.00	\$ 21,600.00	\$ 23,400.00	\$ 43,200.00	\$ 39,600.00	\$ 67,490.00	\$ 28,800.00					
Plan Review Fees	\$ 1,325.00	\$ 3,165.00	\$ 3,180.00	\$ 3,180.00	\$ 4,390.00	\$ 1,475.00	\$ -					
Inspection Fees	\$ 5,531.50	\$ 5,198.50	\$ 1,535.50	\$ 1,535.50	\$ 5,258.00	\$ 3,607.50	\$ 888.00	\$ 2,238.50				
Map Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Erosion Control Appl. Fees	\$ 500.00	\$ 2,600.00	\$ 3,800.00	\$ 2,900.00	\$ 3,900.00	\$ 3,800.00	\$ 3,300.00					
Erosion Control Penalty Fees	\$ 500.00	\$ 100.00	\$ 400.00	\$ 3,000.00	\$ 800.00	\$ 1,050.00	\$ 700.00					
Sanitary Sewer Permit Fees	\$ -	\$ -	\$ 600.00	\$ -	\$ 300.00	\$ 300.00	\$ 300.00					
Water Permit Fees	\$ -	\$ -	\$ 600.00	\$ 300.00	\$ 300.00	\$ 600.00	\$ -					
Water Service Line Protection	\$ 288.00	\$ 96.00	\$ -	\$ 384.00	\$ 288.00	\$ -	\$ 192.00					
Totals per Month	\$ 43,806.97	\$ 73,375.50	\$ 100,992.30	\$ 127,537.00	\$ 133,940.50	\$ 183,890.16	\$ 132,404.50	\$ -	\$ -	\$ -	\$ -	\$ -

	1st Qtr Total	2nd Qtr Total	3rd Qtr Total	4th Qtr Total	2012 Year to Date
\$	\$ -	\$ -	\$ -	\$ -	\$ -
Encroachment Permits	\$ 3,775.00	\$ 9,450.00	\$ 1,675.00	\$ -	\$ 14,900.00
Sewer Availability Fees	\$ 14,763.48	\$ 28,941.64	\$ 25,200.00	\$ -	\$ 68,905.12
Sewer Tap Fees	\$ 60,312.00	\$ 117,180.00	\$ 32,400.00	\$ -	\$ 209,892.00
Subsequent Sewer Connection	\$ 7,654.91	\$ 9,470.00	\$ 1,438.00	\$ -	\$ 18,562.91
Water Availability Fees	\$ 12,164.88	\$ 14,776.28	\$ 14,526.00	\$ -	\$ 41,467.16
Water-3/4" Tap Fees	\$ 33,395.00	\$ 61,295.00	\$ 15,935.00	\$ -	\$ 110,625.00
Water-1" Tap Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Water-1 1/2" or Greater	\$ -	\$ -	\$ -	\$ -	\$ -
Subsequent Water Connection	\$ -	\$ 2,544.24	\$ -	\$ -	\$ 2,544.24
Lawn Irrigation Fees	\$ 4,490.00	\$ 17,870.00	\$ 6,000.00	\$ -	\$ 28,360.00
Road Impact Fees	\$ 52,200.00	\$ 150,290.00	\$ 28,800.00	\$ -	\$ 231,290.00
Plan Review Fees	\$ 7,670.00	\$ 5,865.00	\$ -	\$ -	\$ 13,535.00
Inspection Fees	\$ 12,265.50	\$ 9,753.50	\$ 2,238.50	\$ -	\$ 24,257.50
Map Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Erosion Control Appl. Fees	\$ 6,900.00	\$ 10,600.00	\$ 3,300.00	\$ -	\$ 20,800.00
Erosion Control Penalty Fees	\$ 1,000.00	\$ 4,850.00	\$ 700.00	\$ -	\$ 6,550.00
Sanitary Sewer Permit Fees	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ 1,200.00
Water Permit Fees	\$ 600.00	\$ 1,200.00	\$ -	\$ -	\$ 1,800.00
Water Service Line Protection	\$ 384.00	\$ 672.00	\$ 192.00	\$ -	\$ 1,248.00
Totals per Quarter	\$ 218,174.77	\$ 445,357.66	\$ 132,404.50	\$ -	\$ 795,936.93

	7 months of 2011	Type of Fees	Jul-11
Encroachment Permits	\$ 9,525.00	Encroachment Permits	\$ 1,625.00
Sewer Availability Fees	\$ 343,582.50	Sewer Availability Fees	\$ 1,750.00
Sewer Tap Fees	\$ 143,322.00	Sewer Tap Fees	\$ 26,400.00
Subsequent Sewer Connection	\$ 19,566.00	Subsequent Sewer Connection	\$ 4,016.00
Water Availability Fees	\$ 180,711.00	Water Availability Fees	\$ 900.00
Water-3/4" Tap Fees	\$ 66,917.50	Water-3/4" Tap Fees	\$ 12,500.00
Water-1" Tap Fees	\$ --	Water-1" Tap Fees	\$ --
Water-1 1/2" or Greater	\$ --	Water-1 1/2" or Greater	\$ --
Subsequent Water Connection	\$ --	Subsequent Water Connection	\$ --
Lawn Irrigation Fees	\$ 12,030.00	Lawn Irrigation Fees	\$ 2,400.00
Road Impact Fees	\$ 160,200.00	Road Impact Fees	\$ 34,200.00
Plan Review Fees	\$ 16,315.00	Plan Review Fees	\$ 150.00
Inspection Fees	\$ 7,359.93	Inspection Fees	\$ 185.00
Map Fees	\$ --	Map Fees	\$ --
Erosion Control Appl. Fees	\$ 17,100.00	Erosion Control Appl. Fees	\$ 3,100.00
Erosion Control Penalty Fees	\$ 6,750.00	Erosion Control Penalty Fees	\$ 1,250.00
Sanitary Sewer Permit Fees	\$ 1,800.00	Sanitary Sewer Permit Fees	\$ 300.00
Water Permit Fees	\$ 2,400.00	Water Permit Fees	\$ 300.00
Water Service Line Protection	\$ 5,907.78	Water Service Line Protection	\$ 711.78
Total	\$ 985,486.71	Total	\$ 88,787.78

ATTACHMENT #2

WESTFIELD PUBLIC WORKS MONTHLY ACCIDENT STATISTICAL REPORT FOR JULY 2012

Location	# of employees	# of Hours Worked	Employee Accidents/ Month	Disabling Accidents/ Month	Lost Work Days	Restricted Work Days	OSHA Recordable Accidents	# of Vehicles	# of Miles Driven	# of Vehicle Accidents for the Month	Chargeable Accidents for the Month	# of Property Damage Accidents/ Incidents	Cost of Property Damage Accidents/ Incidents
Administrative	3	411	0	0	0	0	0	1	584	0	0	0	\$0.00
CSC	5	684.5	0	0	0	0	0	1	189	0	0	0	\$0.00
Water	5	648	0	0	0	0	0	7	4390	0	0	0	\$0.00
Wastewater	4	517	0	0	0	0	0	6	3037	0	0	0	\$0.00
Street-G/M	16	2088.5	0	0	1	0	0	16	8860	0	0	0	\$0.00
Dev/Con-Eng	7	865.5	0	0	0	20	0	6	4288	0	0	0	\$0.00
Inst & Controls	2	240.5	0	0	0	0	0	1	332	0	0	0	\$0.00
2012	42	5455	0	0	1	20	0	38	21680	0	0	0	\$0.00
2011	45	7586	0	0	5	0	0	39	24074	2	0	2	2100

Matt Bell returned on 7/3 and will be on restrictions, he was injured on 3/5 while working on a curb. He is reassigned under Dev/Construction.

ATTACHMENT #3

WESTFIELD BOARD OF PUBLIC WORKS MEETING

Westfield Public Works Executive Summary Progress Report

1. Village Park TIF Projects

- South Union to Western Way Drive (Westfield Blvd.)(aka West Access Road) –
This project has been broken into 3 Segment Phases. Phase 1 is from US31 south to 151st Street. The alignment and location of this segment has not been determined. Phase 2 will be from 151st south and tie into Greyhound Pass. Phase 3 will consist of building a Round-A-Bout at the intersection of Western Way/Greyhound Pass and the new West Access Road Connection.

The professional services design for Phase 1 has been awarded to VS Engineering. With this design a complete environmental assessment will be conducted for all 3 Phases. Additionally, in the Winter and Spring of 2011 the entire area was surveyed. VSE has begun the initial process of design for the construction of Phase 1.

Numerous coordination meetings have been held with INDOT and Panhandle Eastern in regards to road and high pressure gas line coordination.

2. Eastside TIF Projects – 161st Street and Carey Road. The design and engineering work on the 161st Street and Carey Road Round-a-bout project is complete, with R/W acquisition and utility coordination beginning in 2012. At this time, it appears that this project will likely be scheduled for utility relocations in late 2013 with construction in early 2014.
3. Beechwood Storm Sewer Project. The Beechwood Storm Sewer project has been awarded to 3D Company out of Muncie. Construction for this project is not scheduled to start until after July 16 of 2012 in order to take advantage of the dry summer conditions and shorten the construction period. The contractor will be substantially completed with the work on or before September 21, 2012.
4. Block Grant. The 2013 Block Grant was submitted and we are awaiting approval from the Noblesville Housing Authority.
5. 2012 Resurfacing and Maintenance Improvement Project. The 2012 Resurfacing and MIP list has been generated and was bid on Monday April 27th, 2012 and will be brought to the Board on May 31st for approval and award. The following is a list of the projects and status:
 - **Oak Road - Wedge & Level and Resurfacing (Baumgartner Asphalt) –**
The project is approximately 90% complete. The surface is down and the road is open. The only work remaining is the placement of the stone shoulders and clean up.

- **Carey Road and 169th Street - Passing Blister (Calumet)** – Utilities are still in the process of being moved (with an August 1st completion date) and the passing blister work will start shortly after that. This project will take approximately 3 weeks. This project should be complete in one week.
 - **Gray Road – 2' Widening, Wedge & Level and Resurfacing (Baumgartner Asphalt)** – This project will start shortly. Once Baumgartner finishes up Oak Road they will move over to Gray Road. This project will take approximately one month.
 - **Timberbrook Run Subdivision – Mill and Resurface (Grady Brothers)** – Project is complete.
6. Westfield Farms Concrete Road Repairs. (Karns Inc.) The project is scheduled to start work 7/23/12. They are going to repair approximately 500 sq. yd. of concrete pavement. This project will take approximately 3 weeks.
 7. 2012 Road Striping. (Gridlock) Project is scheduled to start this week. The project will take approximately one month to complete.
 8. Sign Replacement Project. (Shambaugh & Sons) Waiting on approval of street blade sign standard, authorization to replace incorrect street blades and warning signs. Project will take approximately two months to complete.
 9. Crack Sealing. (Harding Asphalt) – Approximately 25 tons of sealant was placed on 16 miles of road. With 62 miles of roads left to do, and an average of 1.6 tons of sealant per mile of road, that equals approximately 99 tons of sealant needed to complete all local streets (excludes subdivisions). Harding's unit price was \$3410.00/ton. The approximate cost to finish the roads would be \$337,590.00.
 10. Towne Road Bridge (21095) Replacement over the John Edwards Drain. The Public Works Engineering Division received 3 quotes for engineering the replacement of this bridge. This bridge was listed in the top 8 for replacement according to the City of Westfield Small Structure Inventory List. Engineering design will begin in late 2012 with proposed construction of this bridge proposed for summer 2013 depending on funding.
 11. Grand Park. The Public Works Engineering and Development/Construction Divisions are providing technical input into the planning and design of the Grand Park Sports Complex. The Public Works Department continues to assist in the design and financial analysis meetings associated with this project. The Public Works Department is also overseeing the construction and inspection activities associated with Meyer Najem and Crider & Crider. Phase II of Grand Park will be put out for bid later this month and will be pricing will be received in late August.
 12. 186th Street Extension. This project is in conjunction with the Grand Park Project and the proposed Main Street Project. This project was bid on January 27, 2012. This project has been awarded and the Contractor, Crider and Crider has begun construction. Mass earth grading and road sub base has been completed. The underground storm system is currently being installed.

13. Grand Junction. The Public Works Department continues to be the lead on the proposed Regional Detention Plan associated with the Anna Kendall (Cool Creek) Regulated Drain. The Public Works Department also has provided technical input in regards to the downtown thoroughfare plan, utility development, and trail development.
14. Public Safety Training Facility/ Public Works Horseshoe Water Utilities Property. The Public Works Department continues to look for opportunities to utilize the maximum extent of the available land for development and will be working with the DNR to revise the limits of the floodway for the future Safety Training Facility that will be developed in the future.
15. Horseshoe Well Development. Well 16 is currently under construction with the valve vault, electrical, and instrumental apertures.
16. Oakridge Road and 161st Street Round-a-bout. The Public Works Department applied for CMAQ funds for a RAB at this intersection and these funds were approved at the August of 2011 by the MPO. The original funding was for construction only with the cost of design, R/W and utility acquisition by the City. The Public Works Department applied for additional funds for the cost of design, R/W and utility acquisition and these funds were also approved at the August 2012 MPO making this project 100% funded. Design was given to United Consulting Engineers. Survey has been completed and initial engineering has begun. Construction of the RAB is scheduled for the summer of 2013 in coordination with the US 31 project.
17. Springmill Road and 156th Street Round-A-bout. The Public Works Department applied for CMAQ funds for the construction of RAB's at this intersection and these funds were approved at the August of 2011 by the MPO. At the August MPO Policy Meeting the MPO members voted to approve the 156th Street and Springmill Road RAB for funding for construction and construction inspection. This intersection will be designed in late 2012 with construction in 2014.
18. 191st Street and Tomlinson Road Round-A-bout. The Public Works Department has selected USI Consultants to design a future roundabout at the above intersection. Survey and the engineering report analysis has begun. It is targeted for a summer 2013 construction.
19. Spring Mill Road (146th Street to SR32) and 161st Street (Springmill Road to US31) The Public Works allied for funding through the MPO for funding to study the above corridor. The Funding was approved in late 2011 and we recently requested additional funding to expand the scope of the study. The MPO received and reviewed the revised scope of work submitted by United Consulting for the expanded Spring Mill Road and 161st Street study noting the increased total cost. The MPO was able to fund the federal portion of the expanded study with a total MPO contribution of \$78,800 and a local contribution of \$19,720 paid by the City of Westfield. The Department has selected United Consulting Engineers to complete this study and held a kick off meeting in February to finalize the contract and scope to begin the evaluation of these roads. The study is currently underway with a targeted completion date of January 2013.

20. US 31 Freeway Project. The Public Works Department continues to meet with INDOT and the Design Team in regards to coordinating the design and utility relocations associated with this project. Recently this project has been accelerated and has increased the amount of time needed on this project. HNTB was retained to develop relocation plans for all the sanitary & water relocations.
21. 2012 CMAQ Applications. The Public Works Department completed and submitted applications for the 2012 CMAQ call for projects. CMAQ stands for Congestion Mitigation and Air Quality and is focused on transportation improvements designed to improve air quality and mitigate congestion. Roundabouts are a perfect application for this federally funded program. Three (3) intersections were applied. 161st Street & S. Union Street, 156th Street & Oakridge Road, and 169th Street & Springmill Road. Determination will be made in October/November.
22. Monon Trail TE Grant Funds. The City has officially been awarded TE funds for three projects. They are as follows:

Des. No.	Location	Amount
0900029	SR 32 to 216 th St.	\$846,000 (federal)/\$211,500(local)
1173079	SR 32 to 191 st St.	\$1,096,667 (federal)/\$274,167(local)
1173193	191 st to 216 th	\$1,000,000 (federal)/\$250,000 (local)

A TIP amendment request was submitted and approved by the MPO which placed both the 09 and the 11 project into the TIP with the 09 labeled strictly for Design, Survey and R/W and the 11 labeled for construction and construction inspection. Currently, there is a RFP out for the Design and R/W acquisition for the Monon Trail and DLZ has initially been selected. Project limits are north of SR32 to the Monon Trails Elementary School. Any additional funds will take the trail further north until funds are depleted.